

Clark County Law Library
Board of Trustees Meeting Minutes
6/30/20

Opening. The board met at 12:15 via Webex. Present were Councilor Eileen Quiring, Meridee Pabst, Rachel Brooks, Judge Gregerson, and Maria Sosnowski (Law Librarian). This was an emergency meeting.

Reopening plans and issues. The board reviewed and discussed the following issues related to reopening:

1. The board discussed the possibility of phases changing in the future and decided that the library will follow the open/close phases according to the governor and open and close accordingly without need for a board meeting. We will follow the same policies that we had in place during this closure, including deactivating keycards in phase 2 and turning them back on for phase 3. This motion was passed unanimously.
2. Computer use time will be limited to 30 minutes per person rather than 60 given that we will only have one computer to use right now. This motion was passed unanimously.
3. Mask use – given that the governor/court has a mask order, the issue of the law library having its own rule requiring masks is tabled until such time as the need arises.
4. The board discussed the proposed resolution allowing changes to library rules without a board meeting. The resolution was approved with changes to the language. This motion was passed unanimously.

Closing. The meeting adjourned at 12:35 p.m.

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Opening. The board met at 12:00 via Webex. Present were Councilor Eileen Quiring, Meridee Pabst, Rachel Brooks, Judge Gregerson, and Maria Sosnowski (Law Librarian).

Minutes. The minutes of the 12/2/19 meeting and the 3/16/20 emergency meeting were approved unanimously.

Financials. The board reviewed the financials for year end 2019 and for April 2020. The board accepted the final year end 2019 numbers. MS shared information about the current state of revenues given COVID-19.

Vouchers. The board reviewed the vouchers. They voted unanimously to approve the vouchers from 11/4/19 – 6/7/20.

Probate kit pricing. The board approved pricing the existing probate without will kit at \$30 including tax. This pricing includes a future probate with will kit that is expected in 2020.

Annual report for 2019. The board discussed the annual report and approved it unanimously.

Budget 2021. The board reviewed the proposed budget, and after discussion it was approved unanimously. Brooks and Pabst will sign a resolution to that effect.

Reopening plans and issues. The board reviewed and discussed the written plan to reopen. Options to increase patron and staff safety were discussed, including distancing, masks, and cleaning. Brooks felt that we should require masks, as we are separate from the court. Gregerson will contact Admin about requiring masks in the courthouse and include MS on that email. He will also contact AOC about mask availability. The library will reopen at stage 3 of the governor's plan, but only after the board meets again to address safety needs given the information available at that time. We also agreed that when the library reopens, we will return to regular hours rather than any kind of phased reopening.

COVID exposure, control, mitigation and recovery plan. The board approved the plan as written, so that we have it in place as required by the governor before reopening.

Late breaking news. Gregerson indicated that with the changes in the law our current eviction kit would be outdated. MS indicated that the library stopped selling it at the end of May, and is waiting for Ridenour to update it. She also indicated that whenever someone has wanted to purchase a kit, staff have directed their attention to the governor's moratorium information prior to selling one.

Closing. The meeting adjourned at 12:50 p.m.